

## DEPARTMENT OF PUBLIC SOCIAL SERVICES

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September 19, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO EXECUTE A RENEWAL AGREEMENT WITH  
K-STEP MONTESSORI, INC.  
TO PROVIDE CHILD CARE SERVICES AT DPSS EL MONTE ANNEX AND  
DPSS EL MONTE TELSTAR CHILD CARE CENTERS  
(ALL DISTRICTS - 3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Delegate authority to the Director, Department of Public Social Services (DPSS), to execute a renewal Agreement, substantially similar to the attached Agreement, with K-Step Montessori, Inc. to provide child care services at DPSS' El Monte Annex located on-site at 3400 Aerojet Ave., El Monte, CA 91731 and DPSS El Monte Telstar located on-site at 9320 Telstar Ave., El Monte, CA 91731, effective October 1, 2006, or the day after execution, whichever is later, through September 30, 2011. This is a non-financial Agreement; therefore, there is no fiscal impact.
2. Delegate authority to the Director, DPSS, to prepare and execute non-financial amendments to this Agreement, when the change is necessitated in order for the contractor to comply with changes in federal, State or County requirements. The approval of County Counsel and the Chief Administrative Office (CAO) will be obtained prior to execution of such amendments, and the Director, DPSS, will notify the CAO in writing within ten business days after execution.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

With your Board's approval, DPSS will execute an Agreement, substantially similar to the attached Agreement, with K-Step Montessori, Inc. to provide child care services at the El Monte Annex and El Monte Telstar Child Care Centers.

## **Implementation of Strategic Plans and Goals**

The contract is consistent with the principles of the Countywide Strategic Plan Goal #5, Children and Families' Well-Being: Improve the well-being of children and families in Los Angeles County, as measured by the achievements in the five outcome areas adopted by the Board: good health; economic well-being; safety and survival; social and emotional well-being; and educational/workforce readiness.

## **FISCAL IMPACT/FINANCING**

This is a non-financial Agreement for the provision of child care services. Parents in need of child care, not the County, pay for the child care services. The County provides the physical facilities, utilities, upkeep, equipment and supplies.

## **FACTS AND PROVISIONAL/LEGAL REQUIREMENTS**

The El Monte Annex Child Care Center opened October 27, 2003, operated by Zafira Firdosy, Executive Director of K-Step Montessori, Inc. The Center can accommodate 45 children (8 infants, 12 toddlers and 25 preschoolers). The El Monte Telstar Child Care Center opened January 24, 2005, also operated by Zafira Firdosy, Executive Director of K-Step Montessori, Inc. The Center can accommodate 75 children (15 infant/toddlers, 40 preschoolers and 20 school age). The Department has selected Zafira Firdosy of K-Step Montessori, Inc. to continue operating the El Monte Annex and El Monte Telstar Child Care Centers.

Ms. Firdosy has been working as a child care provider with the Montessori curriculum for more than 27 years and currently operates seven Montessori Child Care Centers, which include the El Monte Annex and El Monte Telstar Child Care Centers. The El Monte Annex Child Care Center reached its full capacity of 45 children in June 2004, and currently has a waiting list. The El Monte Telstar Child Care Center reached its full capacity of 75 children in July 2006.

DPSS staff has reviewed Facility Evaluation Reports conducted by the Community Care Licensing Division (CCLD) for the El Monte Annex and El Monte Telstar Child Care Centers. According to these reports, these two centers are in compliance with CCLD regulations.

Originally, DPSS Child Care Centers were going to be utilized only by County employees; however, to expand the center's utilization, we have opened them up to CalWORKs participants. In the future, we anticipate opening the centers to other children, to the extent that there is available capacity and appropriate funding.

The Agreement has been approved as to form by County Counsel. Approval of this Agreement will not result in unauthorized disclosure of confidential information, and will be in full compliance with federal, State and County regulations.

### **CONTRACT PROCESSING**

As this is a non-financial Agreement, no solicitation is required. State regulations allow contracting without competitive solicitation when the services are provided at no cost to the County.

### **IMPACT ON CURRENT SERVICES**

Providing child care services will have a significant positive impact on the County by providing: 1) increased child care capacity; 2) quality on-site child care services to County employees; and 3) the opportunity for CalWORKs participants enrolled in the Careers in Child Care Training Program to experience hands-on training.

### **CONCLUSION**

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted and stamped Board Letter to the Director, DPSS.

Respectfully submitted,



Bryce Yokomizo  
Director

BY:nv

Enclosures

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Policy Roundtable for Child Care